

**U.S. DEPARTMENT OF ENERGY
NATIONAL NUCLEAR SECURITY ADMINISTRATION
NEVADA OPERATIONS OFFICE**

MANUAL

NV M 412.X1C

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REAL ESTATE/OPERATIONS PERMIT



**INITIATED BY:
Site Management Division**

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1. OBJECTIVE. To establish requirements that provide an effective management and use of the National Nuclear Security Administration (NNSA) Nevada Operations Office's (NNSA/NV) real property assets and operations.
2. CANCELLATION. NV M 412.X1B, REAL ESTATE/OPERATIONS PERMIT, dated 8-22-00, and Changes thereto.
3. BACKGROUND. The Real Estate/Operations Permit (REOP) process was established to ensure work performed under the purview of NNSA/NV: a) is well defined, including identifiable hazards, b) has established and implemented controls to mitigate hazards, and c) is properly authorized and effectively managed. The REOP requires an organization to identify a single point of contact responsible for safety coordination of all work performed within the boundaries established by the REOP. The REOP is a tool to enhance the effective management or use of real property assets and operations. The REOP process requires a Technical Review.
4. APPLICABILITY.
 - a. The provisions of this Manual apply to all NNSA/NV organizational elements.
 - b. Contractor, national laboratories, other federal agencies, and other user organizations requirements are contained in the Contractor Requirements Document (CRD), Attachment 1. Compliance with the CRD is required to the extent set forth in an NNSA/NV contract or other agreements, (i.e., Authorization Agreements, Activity Agreements, etc).
5. EXCLUSION. Classified projects are excluded from the requirements for information input to the Performance-Based Management Contractor's (PBMC) Web-linked database. Classified REOPs, with supporting documents, will be maintained in a database maintained by the Assistant Manager for National Security. NNSA/NV Project Managers (PM) will maintain unclassified information concerning classified REOPs in a limited access file.
6. REQUIREMENTS.
 - a. General.
 - (1) All NNSA/NV organizational elements, contractors, national laboratories, other federal agencies, and other user organizations performing work.

- (2) Only NNSA/NV, national laboratories (Lawrence Livermore National Laboratory, Los Alamos National Laboratory, and Sandia National Laboratories), Defense Threat Reduction Agency, Wackenhut Services, Inc., Shaw Corporation, Bechtel Nevada, and the Department of Energy (DOE) Yucca Mountain Project (YMP) may hold primary REOP or secondary REOPs. Where these organizations work at a common location, only one of these may be designated the primary REOP holder. All other organizations performing work under the purview of NNSA/NV must acquire a secondary REOP.
- (3) A secondary REOP requires review and approval by the primary REOP holder to ensure the REOP safety envelope of the primary REOP is not exceeded by the activities of the secondary REOP.
- (4) All REOPs (except those held by DOE/YMP) will be assigned an NNSA/NV PM or NNSA/NV Functional Manager (FM) consistent with NV M 111.XB, FUNCTIONS, RESPONSIBILITIES, AND AUTHORITIES MANUAL.

b. REOP Review and Approval.

- (1) All new work, proposed changes to work, and newly identified risks not covered by an existing REOP will be evaluated in accordance with the NNSA/NV Risk Management Checklist (RMC), Attachment 7 (this work requires a link to the Work Control Process).
- (2) For Federal agencies (including DOE/YMP and the Nevada Test Site [NTS] Development Corporation [NTSDC]) not performing NNSA/NV-related mission work, and whose environment, safety, and health (ES&H) oversight is not the responsibility of NNSA/NV under the Atomic Energy Act, the REOP evaluation documentation will be limited to:
 - (a) The proposed work scope,
 - (b) Potential impacts on NNSA/NV personnel, operations, and the NTS environment, and
 - (c) Potential impacts of operation on the proposer's work.

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- (3) Issues which cannot be resolved between the PM and the responsible reviewing organizational elements will be resolved by upper management.
- (4) All REOPs require NNSA/NV line management approval. The approval authority is based on the Risk Management Criteria Table in Attachment 7.
 - (a) The Manager, if a Readiness Review action is required.
 - (b) The line management Division/Office Director, if only review and comment actions are required.
 - (c) Only the PM when none of the RMC has been met or exceeded.
 - (d) The PM will sign the REOP, regardless of the Director or Manager, indicating acceptance of the product from the REOP holder and certification the REOP process has been followed.
- c. Records. The original REOP will be maintained in the NNSA/NV Site Operations Center (SOC) (CP-1) Files as the official record copy. A copy of the REOP will be provided to the PBMC Facility Management Division and a copy to the REOP holder. Access to the original copies will be through the REOP Administrator.
- d. Start Work. Work may begin after all approval conditions are met, including required management approval signatures and REOP registrations by the REOP Administrator.
- e. Change Control Page.
 - (1) Administrative changes to Sections 3-21 on the REOP form (Attachment 2) may be processed by the REOP holder, without NNSA/NV line management involvement, using the CCP (Attachment 5). Changes are limited to names, telephone numbers, square footage corrections, and average number of occupants.
 - (2) Nonadministrative changes will require NNSA/NV line management approval at the same level the REOP was approved.

- f. Deviations. NNSA/NV Assistant Managers may deviate from these requirements, as appropriate, for activities that may have special security concerns. However, any primary or secondary REOP holder whose established Authorization Basis controls may be exceeded as a result of such activities, must be advised of the potential impacts by the Assistant Manager.

7. RESPONSIBILITIES.

a. Manager.

- (1) Approves the designation/categorization of all nuclear facilities.
- (2) Signs the REOP or CCP for work which requires a readiness review action as indicated in the RMC.

b. Assistant Managers.

- (1) Authorize or recommend to the Manager exemptions from this Manual, when appropriate.
- (2) Ensure maintenance of internal procedures and documentation to authorize and control any work excluded under Section 5, EXCLUSIONS.
- (3) Coordinate with any primary REOP holders, whose authorization basis controls could potentially be exceeded as a result of secure activities.

c. Division Directors.

- (1) Ensure a PM is assigned to each REOP.
- (2) Sign the REOP or CCP for all work involving risks, which merit only review and comment actions, as indicated in the RMC.

d. Responsible Reviewing Organizational Elements.

- (1) Assign support personnel to assist PMs with required technical and administrative reviews of proposed risk identification and controls.

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- (2) Determine if external expertise is required to evaluate the REOP RMC (Subpart C, Attachment 6) documentation and discuss/coordinate acquisition of such expertise with the PM.
 - (3) Provide comments/no comments to the PM on those areas on Subpart C in a timely manner, normally within two weeks.
- e. Engineering and Asset Management Division. When contacted by a PM for planned use of a facility or land, determine if the real estate is available for the proposed use and coordinate reservation with SOC and the PBMC.
- f. Site Management Division (SMD), SOC.
 - (1) When contacted by a PM or potential REOP holder for planned use of facilities or NTS land, determine if any potential conflict exists with other scheduled activities, make appropriate reservations, and identify need for "Subpart B--Nevada Test Site Operations Schedule."
 - (2) Coordinate the scheduling of approved/authorized NTS operations to ensure noninterference with other programs, projects, or experiments.
 - (3) Maintain an NTS Master Schedule available on the NNSA/NV Intranet to document Subpart B scheduling and schedule changes.
- g. Project Managers. Program/FMs for assigned programs and projects:
 - (1) Ensure contractor/user organizations develop and maintain adequate REOPs for assigned real estate and/or operations.
 - (2) Review proposed scope of work and ensure REOP holders have adequately evaluated their work in accordance with the NNSA/NV RMC.
 - Anyone seeking a REOP will consult with the Environmental Restoration Division before the REOP is issued so locations can be checked.
 - (3) Submit REOP documentation to the REOP Administrator based on RMC, for the coordination, review, and approval meeting.

- (4) Provide responsible reviewing organizational elements documented disposition of comments prior to obtaining final REOP signatures.
- (5) Ensure REOPs contain all applicable attachments with titles and revision dates. Data is complete and accurate, and all required signatures are on the applicable documents. If documents are not attached to the REOP, Web links must be provided for access; a point of contact can be identified for classified/"UCNI" documents.
- (6) Ensure appropriate "NNSA/NV approval conditions" are clearly identified in the REOP (e.g., commitments to state or local officials, requirements for readiness reviews, etc.).
- (7) Ensure work execution, which requires NNSA/NV's approval, is not initiated until the approved REOP and funding have been received, adequate operational coordination and scheduling is completed (if on the NTS), and approval conditions are met.
- (8) Obtain required approval signatures (including any primary REOP holders, as appropriate) and provide the original REOP to the REOP Administrator for a REOP number and official filing.
- (9) All comments, and resolution of comments, will be documented on electronic standard form DOE F 1300.6 available through the NVHOME FORMS Website. **NOTE:** Hard copy is not acceptable due to the need to integrate and respond to comments.

h. REOP Administrator.

- (1) Reviews the primary or secondary REOP or CCP for administrative accuracy, including any Web-linked references.
- (2) In concert with PBMC, verifies proposed primary or secondary REOP real estate boundaries does not overlap with any other primary REOP real estate boundaries and resolve any comments.
- (3) Obtains a REOP number from the PBMC.
- (4) Provides copies of the finalized REOP (with REOP number) or CCP to the PM.

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- (5) Ensures the transfer of a copy of the completed REOP or CCP to the PBMC for Webpage update.
- (6) Provides a copy of REOP (with REOP number) or CCP to NNSA/NV, the PM, and the primary or secondary REOP holder.
- (7) Monitors the PBMC REOP database for accuracy and confirms cancellation of REOPs.
- (8) Resolves any PBMC REOP database issues through the PBMC.
- (9) Provides REOP administration training/advice to any requesting organization.

8. REFERENCES.

- a. DOE O 151.1A, COMPREHENSIVE EMERGENCY MANAGEMENT SYSTEM, dated 11-1-00.
- b. DOE O 425.1B, STARTUP AND RESTART OF NUCLEAR FACILITIES, dated 12-21-00.
- c. DOE O 430.1A, LIFE-CYCLE ASSET MANAGEMENT, dated 10-14-98.
- d. NV M 111.XB, FUNCTIONS, RESPONSIBILITIES, AND AUTHORITIES MANUAL, dated 7-3-02.
- e. NV M 412.XA, PROJECT SCREENING AND LOCATION APPROVAL PROCESS, dated 8-22-00.
- f. NV M 412.X2, READINESS REVIEW, dated 8-22-00.
- g. NV M 412.X3A, WORK CONTROL, dated 2-26-01.
- h. NV M 450.3XB, WORK SMART STANDARDS, CRD, dated 6-20-02.
- i. NV P 450.4B, SAFETY MANAGEMENT SYSTEM POLICY, dated 8-24-00.
- j. Executive Orders 12333 and 12863 and DOE Procedures for Intelligence Activities.

- k. National Reconnaissance Office, National Imagery and Mapping Agency and National Security Agency Guide/Policy Series/Directives.
- l. Memorandum, DOE Office of Intelligence, dated 1-12-01.

9. DEFINITIONS.

- a. Approval Conditions. NNSA/NV requirements, which must be met prior to the performance of work within the bounding envelope of the REOP.
- b. Authorization Basis Document. Those aspects of a facility, project, or activity design basis and operational requirements as determined by NNSA/NV to be necessary for authorization. The authorization basis includes documentation supporting aspects of the facility or operation considered important to safety, security, and environmental protection.
- c. Balance of Plant. A term used to designate the NTS or North Las Vegas real estate for which other primary REOPs have not been issued. These two Primary REOPs are held by the PBMC.
- d. Change Control Page. The Change Control Page is to be used for any changed administrative, changes in work, and authorization basis documents to the original REOP.
- e. Change to Existing Work. Any proposed change to authorized work for which the REOP authorization basis documentation must change.
- f. Contractor/User Organization. Organizations which are contracted to NNSA/NV, have an agreement with NNSA/NV, or utilize NNSA/NV facilities.
- g. Facility. Buildings and other structures, their functional systems and equipment, and other fixed systems and equipment installed therein, including site development features outside the plant such as landscaping, roads, walks, parking areas, outside lighting, and communications systems.
- h. High Hazard Consequences. Consequences of uncontrolled hazards which may result in severe injury or death; have a major adverse impact on the environment, property, financial risk, or public relations.

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- i. Intelligence/Intelligence-Related Activities. Any activity conducted on the NTS by or on behalf of agencies within the Intelligence Community. Such activities include (but are not limited to) the following collection disciplines: imagery (including photography); signals (including communications); measurements and signatures; training of human assets; contributions to intelligence production efforts, research, development, or testing; and the evaluation of collection assets requested by members of the Intelligence Community.
- j. Line Management. The unbroken chain of responsibility for a given work scope from the top executive in an organization, to the lowest level of management, who are all accountable for the safe performance of the work scope.
- k. New Work. Any proposed scope of work which is not covered by an existing REOP.
- l. Product or Service. Activities, covered by a REOP scope and identified hazard controls, which are performed in support of the REOP holder.
- m. Program/Project/Functional Manager. An employee identified by management as being qualified to represent NNSA/NV as the PM per NV M 111.XB, FUNCTIONS, RESPONSIBILITIES, AND AUTHORITIES MANUAL. For purposes of this Directive, this term also includes Program Managers, Federal PMs, and FMs.
- n. Property Custodian. Individual who has the day-to-day responsibility for the assets listed in Sunflower Assets Database.
- o. Readiness Review. Methods used by NNSA/NV and contractor/users to determine readiness of real estate operations per NV M 412.X2, READINESS REVIEW.
- p. Real Estate. Term used to collectively refer to NNSA/NV facilities and open land area.
- q. Real Estate/Operations Permit. A form (Attachment 2) completed by the organization to perform work within NNSA/NV's purview which documents/references the data and information necessary for NNSA/NV to authorize the work.

- (1) Primary REOPs. REOPs issued to certain contractors/user organizations and NNSA/NV organizational elements for a defined scope of work, real estate, or operation. Only one primary REOP can cover any defined geographical area.
 - (2) Secondary REOPs. A mechanism used to authorize additional and separable work scope on real estate assigned to a primary REOP holder. This augments the primary REOP for the time specified in the secondary REOP, and together with the primary REOP, comprise the total REOP authorization basis. Multiple secondary REOPs can be processed for a single primary REOP. Secondary REOP can be applied for multiple primary REOPs. Secondary REOPs will be coordinated with the primary REOP holder to ensure the safety envelope of the primary REOP is not violated by the activities of the secondary REOP.
- r. REOP Authorization Basis. The data or information contained in the REOP, attached to the REOP, or identified as Web link references. Such documentation is subject to change control.
- s. REOP Holder. Any organization, including NNSA/NV, which initiates a REOP to obtain authorization to perform a scope of work on designated real estate or operation under NNSA/NV's purview and maintains the safety coordination responsibility.
- t. Responsible Reviewing Organizational Element. An organizational element of NNSA/NV responsible to review REOP documentation consistent with their assigned functions in NV M 111.XB.
- u. Risk. The product of probability and consequences. For the purposes of this Directive, probability is considered to be unity and consequences are evaluated against the RMC (Attachment 7) to determine if the risk is of particular concern to NNSA/NV.
- v. Safety Coordination Responsibility. Actions necessary to:
- (1) Ensure the activities of one organization do not present unknown hazards to another organization through concurrence in and communication of participants' hazard assessments,

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11 (and 12)

- (2) Ensure the requirements and implementing documents of all organizations are sufficiently integrated to avoid adverse consequences,
 - (3) Ensure each organization is prepared to take appropriate emergency response actions to protect people and the environment, and
 - (4) Ensure, through tailored oversight, any secondary REOP high hazard consequence operations are being performed in accordance with expectations (reference NV P 450.4B, SAFETY MANAGEMENT SYSTEM POLICY).
- w. Technical Review. The review and approval process established to address and resolve comments related to the proposed scope of work.
10. RELATIONSHIP TO OTHER DIRECTIVES. DOE, NNSA, and NNSA/NV have other Directives, in addition to the requirements of this Manual, which specify work authorization requirements.
11. CONTACT. Questions concerning this Manual will be directed to the Director, SMD, at (702) 295-4015.



Kathleen A. Carlson
Manager

CONTRACTOR REQUIREMENTS DOCUMENT (CRD)

1. Contractors, national laboratories, other federal agencies, and other user organizations performing work under the purview of the National Nuclear Security Administration Nevada Operations Office (NNSA/NV) must:
 - a. General.
 - (1) Prepare and submit for approval a Real Estate/Operations Permit (REOP) in accordance with the requirements outline in this Manual. A REOP is not required of organizations performing product- or service-type work in support of a primary or secondary REOP.
 - (2) Without regard to mitigation or prevention, evaluate all new work, changes to existing work, and newly identified risks in accordance with the Risk Management Checklist (RMC) (Attachment 7).
 - (3) Evaluate proposed activities to determine if they meet the definition of a nuclear facility, as contained in Title 10 Code of Federal Regulations, Part 830. For nuclear facilities as defined above, perform a facility categorization consistent with DOE-STD-1027.
 - (4) Ensure the existence of any other agreement or authorization process does not preclude the requirement for an NNSA/NV REOP.
 - (5) Recognize only NNSA/NV, the national laboratories (Lawrence Livermore National Laboratory, Los Alamos National Laboratory, and Sandia National Laboratories), Defense Threat Reduction Agency, Wackenhut Services, Inc., Shaw Corporation, Bechtel Nevada, and Yucca Mountain Project may hold primary and/or secondary REOPs. All other organizations must acquire a secondary REOP subject to concurrence of a primary REOP held by one of the organizations aforementioned.
 - (6) Ensure primary REOP real estate boundaries do not overlap. Where multiple organizations work at a common location, only one of the aforementioned organizations will be designated as the primary REOP holder.

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- (7) Process a Change Control Proposal (Attachment 5) to the Balance of Plant REOP for all new primary REOPs withdrawing real estate from the Balance of Plant REOP and all REOPs returning real estate back to the Balance of Plant.
- (8) Acquire a secondary REOP for work (not considered to be a “product or service”) conducted within the real estate boundary covered by a primary REOP.
 - (a) The primary REOP holder must “concur” in the secondary REOP to ensure the proposed work does not conflict with the primary REOP operations.
 - (b) One or more secondary REOPs may exist for a single primary REOP; in such cases, the Authorization basis of the primary and secondary REOP(s) then comprise the total REOP authorization basis.
 - (c) The primary REOP holder must conduct an independent safety review for all secondary REOPs where the proposed work is to be performed by an organization not specified in paragraph 1a(4) above and potentially involves “high hazard consequences.”
- (9) As a REOP holder (primary or secondary), maintain safety coordination responsibility for operations identified in the REOP to include the following requirements:
 - (a) Ensure the activities of one organization do not present unknown hazards to another organization through concurrence in and communication of participants’ hazard assessments. The primary and secondary REOP holder must:
 - 1 Concur in work packages to ensure planned work is within the REOP authorization basis.
 - 2 Concur that any identified readiness review requirements have been met.

- 3 Issue final work package authorization for all contact work to be performed under the auspices of the REOP (reference NV M 412.X3A, WORK CONTROL).
 - 4 Implement plan-of-the-day, plan-of-the-week, or other mechanisms to communicate potential hazards among all organizations performing work.
 - (b) Ensure requirements and implementing documents of all organizations are sufficiently integrated to avoid adverse consequences. The primary/secondary REOP holder must:
 - 1 Evaluate and resolve the potential conflicts between standards/requirements utilized by participating organizations.
 - 2 Evaluate the various risk thresholds used by organizations performing work to ensure hazards have been properly analyzed.
 - (c) Ensure each organization is prepared to take appropriate emergency response actions to protect people and the environment. The primary/secondary REOP holder must:
 - 1 Identify key emergency response personnel and ensure they are knowledgeable of their emergency response functions. Ensure employees are knowledgeable of their responsibilities to cooperate with these key emergency response personnel.
 - 2 Ensure all personnel are knowledgeable of their responsibilities to cooperate with these key emergency response personnel.
 - 3 Ensure the emergency management hazards survey and, if applicable, the emergency management hazards assessment required by DOE O 151.1A is developed.
- (10) As a primary REOP holder ensure, through tailored oversight, any secondary REOP high hazard consequence operations are being performed in accordance with expectations. Primary REOP holders must:
 - (a) Maintain operational awareness to prevent conflicting activities.

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- (b) Ensure controls are in place.
 - (c) Conduct appropriate readiness reviews.
 - (d) Identify specific high hazard consequence activities which merit oversight and perform tailored oversight (oversight efforts are only to be directed towards those organizations not authorized to hold primary REOPs--paragraph 1a(4) above).
 - (11) Comply with the Performance-Based Management Contractor (PBMC) real estate activation/deactivation procedure when initiating/terminating a primary or secondary REOP (reference Procedure OP 4100-004 available through the PBMC REOP Website).
 - (12) Determine if NNSA/NV Site Operations Center (SOC) coordination is required by contacting SOC at 295-4015. If coordination is determined to be required, notify SOC no later than 14 calendar days prior to the commencement of activities. Any changes to the REOP regarding schedules or locations must be coordinated with SOC.
 - (13) Ensures contact work is not executed until:
 - (a) The REOP is completed/revised with appropriate signatures.
 - (b) REOP number is acquired.
 - (c) Approval conditions (if required) are met.
 - (d) Funding has been received.
 - (e) All regulatory requirements are met, i.e., laws, regulations, contract requirements, etc.
- b. REOP Documentation.
- (1) Provide the NNSA/NV Project Manager a completed REOP form (Attachment 2) with original signatures. The official form (NV-123) is available on the NNSA/NV Home Page at <http://nvhome/forms/FormsList.htm>.

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- (2) Subpart A. Provide the information requested in Attachment 3, if any real property and structures which are provided utility services or used for chemical storage. These structures may not be real property.
 - (3) Subpart B. Complete a "Nevada Test Site Operations Schedule" (Attachment 4), if required.
 - (4) Subpart C. Provide risk control documentation (Attachment 6). For classified/"UCNI" or unusually large documents, a point of contact may be specified instead. Referenced documentation will be identified by title, date, and revision number; any future changes to such documentation will be subject to change control.
 - (a) Define work scope in sufficient detail, such that risks of interest to NNSA/NV (i.e., RMC, Attachment 7) can be identified.
 - (b) "Short-term activity-related environment, safety, and health standards," if any, which will be used to mitigate hazards not currently included in the NNSA/NV Work Smart Standards and other sets of standards for short-term activities--90 days or less (reference NV M 450.3XB, WORK SMART STANDARDS, CRD).
 - (c) The specific RMC criterion number (e.g., 4a, 12b., 12c., etc.), which is met or exceeded. For each criterion, identify the specific documentation which describes the analysis of the risk, identification of controls, and where the information can be found.
- c. Change Control.
- (1) All changes to a REOP will be submitted and approved using the REOP Change Control Proposal (CCP), (Attachment 5), except:
 - (a) Routine or periodic construction/maintenance activities which do not meet or exceed the RMC (Attachment 7).
 - (b) Subpart B Schedule changes which will be provided directly to the NNSA/NV SOC.
 - (c) Administrative changes to Sections 3-15 on the REOP form (Attachment 2). Such changes will be processed using the CCP

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(Attachment 5) by the REOP holder without NNSA/NV involvement. These changes are limited to names, telephone numbers, charge numbers, organization codes, square footage corrections, and average number of occupants.

- (2) Closure or cancellation of a REOP will be accomplished by processing a CCP. Closure of any associated facilities will require adherence to the PBMC facility closure procedures.
 - d. REOP Reviews. REOPs will be reviewed by the REOP holder on a yearly basis. This review will be documented to the REOP administrator by letter from the REOP holder.
2. The PBMC must:
- a. Maintain a primary "Balance of Plant" REOP for all NNSA/NV real estate and operations not specifically covered by a primary REOP held by the PBMC, or any other authorized organization.
 - b. Establish and implement administrative controls to archive REOPs authorized by NNSA/NV and maintain a current and accurate Web-linked REOP database for "read only" access.

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Attachment 2
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All other editions obsolete.

**NATIONAL NUCLEAR SECURITY ADMINISTRATION
NEVADA OPERATIONS OFFICE (NNSA/NV)
REAL ESTATE/OPERATIONS PERMIT (REOP)**
(Indicate N/A for all items which are not applicable)

1. REOP Name: _____
2. REOP No. _____
(Provided by NNSA/NV REOP Administrator)
3. Date: _____
(Provided by NNSA/NV REOP Administrator)
4. Primary ☐ Secondary ☐
Related Primary REOP Numbers

5. Is the work being conducted at the Nevada Test Site (NTS)? Yes ☐ No ☐
If yes, contact Site Operations Center (SOC) at (702) 295-4015 to coordinate.
6. Facility Activation involved? Yes ☐ No ☐
7. Planned Operational Dates (Five Years Maximum):
From _____
To _____
8. Site Designation: NTS ☐ NLV ☐ RSL ☐ Other ☐
9. Area Designation (for NTS only): ☐☐
(Example: 01, 02, 06, 18, etc.)
10. Perimeter Boundaries:
11. Brief Description of use of real property and/or facility and operations:

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NNSA/NV REOP
(Continued)

12. REOP Holder:

Name: _____

Organization: _____ Org. Code: _____

Duty Phone: _____ Radio Net: _____

Pager Number: _____ E-Mail Address: _____

Off-Duty Phone: _____(emergencies only) Property Custodian: _____

Facility Owner Name if Different From REOP Holder: _____

13. Special Conditions. This NNSA/NV REOP authorizes the organization right of occupancy and use of the subject NNSA/NV real estate and/or operation subject to the following special conditions:

- a. Any new work and changes to existing work is analyzed in accordance with NV M 412.X1, REAL ESTATE/OPERATIONS PERMIT.
- b. The following subparts will be maintained current and accurate:
 - (1) Subpart A, if any real estate assets are involved.
 - (2) Subpart B, if required; updates to be provided directly to NNSA/NV SOC, (702) 295-4015.
 - (3) Subpart C.
- c. Safety coordination responsibility is maintained by REOP holder.
- d. All materials being transported off the NTS must be processed through Bechtel Nevada RAMATROL at (702) 295-7090 or be cleared using the approved "Radiological Material Clearance" (Form NV-164) process.
- e. All real estate locations will be activated and deactivated in accordance with the Performance-Based Management Contractor (PBMC) real estate activation/deactivation procedure (Bechtel OP 4100-004) unless other agreements are established with NNSA/NV.
- f. For operations requiring NNSA/NV SOC coordination, SOC must be notified at least 14 calendar days prior to operations and upon completion of operations.
- g. This REOP may be rescinded for cause in writing by NNSA/NV.

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Page 3

NNSA/NV REOP
(Continued)

14. REOP Holder:

_____	_____
Signature	Date

15. Concurrence of Primary REOP Holder if Application Is for a Secondary REOP:

_____	_____	_____	_____
Printed Name	Signature	Organization	Date
_____	_____	_____	_____
Printed Name	Signature	Organization	Date
_____	_____	_____	_____
Printed Name	Signature	Organization	Date

16. NNSA/NV SOC Coordination/Deconfliction: (if Subpart B required)

_____	_____
Printed Name	Title
_____	_____
Signature	Date

17. NNSA/NV Project Manager Approval:

_____	_____
Printed Name	Title
_____	_____
Signature	Date

NNSA/NV REOP
(Continued)

18. NNSA/NV Approval:

Readiness Review Required? Yes ☐ No ☐ , if yes, NNSA/NV ☐ Contractor ☐

NNSA/NV Approval Conditions: Yes ☐ No ☐ , if yes, identify below:

Printed Name

Title

Signature

Date

19. NNSA/NV REOP Administrator:**Problems/Concerns**

Received: _____

Reviewed: _____

Forwarded to PBMC: _____

20. Received by PBMC Representative:

Printed Name

Title

Signature

Date

21. Cancel REOP (Activation/Deactivation):

Printed Name

Title

Signature

Date

REOP FORM INSTRUCTIONS

Item 1. REOP Name. Provide a unique name that will permit future identification and communications concerning this REOP.

Item 2. REOP No. The NNSA/NV REOP Administrator will provide this number after an administrative check of the document complete with all required signatures.

Item 3. Date. The NNSA/NV REOP Administrator will write in the date the REOP number is assigned to this REOP.

Item 4. Primary/Secondary. The REOP holder will identify this REOP as either a primary or a secondary REOP. If it is a primary REOP withdrawing real estate from a Balance of Plant REOP, the applicable Balance of Plant REOP number will be identified. If it is a secondary REOP, the related primary REOP number(s) will be identified.

Item 5. Is the work being conducted on the NTS? Check "Yes" or "No." If yes, contact the NNSA/NV SOC at (702) 295-4015 to determine if a Subpart B is required. This is the only mechanism NNSA/NV SOC utilizes to understand when personnel will be working at the location described in the REOP so that any potential conflicts can be averted.

Item 6. Facility Activation involved? Check "Yes" if this REOP includes a building(s) that have been inactive. This item indicates the need for the PBMC to accommodate utility needs, fire protection, custodial services, and physical/environmental hazards control.

Item 7. Planned Operational Dates (Five Years Maximum). Identify the approximate time periods. This information triggers efforts to close/cancel the REOP, if operations are indeed concluded and not expected to resume. Closures/cancellations will be processed as a Change Control Proposal.

Item 8. Site Designation. Check the appropriate box.

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Item 9. Area Designation (for NTS only). Identify the two-digit area number where this REOP is located. If the perimeter boundary intersects more than one area, chose the area that is best representative.

Item 10. Perimeter Boundaries. Identify the longitude/latitude Global Position System coordinates for all primary REOPs and only secondary REOPs to a Balance of Plant REOP; provide in a clockwise manner beginning at the nearest south-east coordinate). This information is used by the NNSA/NV SOC to ensure that real estate is clearly assigned to one, and only one organization. Any unique issues with this information will be negotiated with SOC.

Item 11. Brief Description of use of real property and/or facility. Briefly describe the operations/activities that are to be conducted.

Item 12. REOP Holder. Complete the requested information.

Item 13. Special Conditions. While there are numerous requirements that must be met for any operation, this section identifies a few requirements specific to this permit.

Item 14. REOP Holder. This block is for the signature of the organizational representative (as defined in the REOP Manual, page 1, paragraph 6a(1)), who is responsible for the quality of the content of the information contained in the REOP. Any deviations from this permit will be rectified between NNSA/NV and the REOP Holder's senior managers.

Item 15. Concurrences of Primary REOP Holder if Application Is for a Secondary REOP. This signature block ensures that the primary REOP holder is integrated into the planning of operations that are to be conducted on real estate for which the individual is responsible for overall safety coordination.

Item 16. NNSA/NV SOC Coordination/Deconfliction. This signature block is to ensure that the SOC is aware of the proposed work on the NTS and is integrated into the scheduling of this work through the Subpart B.

Item 17. NNSA/NV Project Manager (PM) Approval. This signature block is to ensure that at least one NNSA/NV PM is aware of the work and has made sure that any risk controls that are of interest to NNSA/NV have been, where necessary, required.

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Page 7 (and 8)

Item 18. NNSA/NV Approval.

Readiness Review Required? Check “Yes” or “No.” If yes, indicate either a NNSA/NV readiness review or a contractor readiness review. This information is provided to ensure that NV M 412.X2, READINESS REVIEWS, has been properly addressed. The requirement for a readiness review is derived from the Risk Management Checklist (Attachment 7).

NNSA/NV Approval Conditions. Check “Yes” or “No.” This section provides a means of identifying any items that must be accomplished before, during, or after operations that are considered important to NNSA/NV and therefore, a condition of approval. The approval level for this block is defined in paragraph 6b(7) of the this Directive.

Item 19. NNSA/NV REOP Administrator. This signature block will be signed and dated when the completed REOP is received, when the completed REOP was reviewed, and when the completed REOP was sent to the PBMC representative.

Item 20. Received by PBMC Representative. This block will be signed and dated by a representative of the PBMC when the completed REOP is received from the NNSA/NV REOP Administrator.

Item 21. Cancel REOP (Activation/Deactivation). This block will be signed and dated by a representative of the PBMC when the completed REOP has been deactivated/activated.

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Attachment 3
Page 1

NV-123A
(09/2002)
All other editions obsolete.

SUBPART A: **REAL PROPERTY IDENTIFICATION**

Include all real property assets associated with this Real Estate/Operations Permit (i.e., buildings and storage sheds, also box cars and transportainers, which are provided a utility service or used for hazardous material storage).

Asset ID	Building #	Building Name	Hazard Category*	Average Number of Occupants	Property Custodian

*(see NV M 412.X1, Attachment 3, page 2)

DEPARTMENT OF ENERGY (DOE) HAZARD CATEGORY

DOE HAZARD CATEGORY. Use one of the following numerical entries for each asset ID on the Subpart A form:

01 Nuclear Facility Category 1. Hazard analysis shows the potential for significant *off-site* consequences during an accident. (Page 7, DOE-STD-1027-92, *Hazard Categorization and Accident Analysis Techniques for Compliance With DOE Order 5480.23, NUCLEAR SAFETY ANALYSIS REPORTS.*) An example is the Advanced Test reactor at the Idaho National Engineering Laboratory.

02 Nuclear Facility Category 2. Hazard analysis shows the potential for significant *on-site* consequences during an accident. (Page 7, DOE-STD-1027-92, *Hazard Categorization and Accident Analysis Techniques for Compliance With DOE Order 5480.23, NUCLEAR SAFETY ANALYSIS REPORTS.*) An example is the Defense Waste Processing Plant at Savannah River.

03 Nuclear Facility Category 3. Hazard analysis shows the potential for significant *localized* consequences during an accident. (Page 7, DOE -STD-1027-92, *Hazard Categorization and Accident Analysis Techniques for Compliance With DOE Order 5480.23, NUCLEAR SAFETY ANALYSIS REPORTS.*) A facility which contains or handles quantities of nuclear material less than the threshold limits (e.g., 160 grams for Co-60) for Category 2 but greater than those (e.g., .25 grams for Co-60) for Radiation Facility. An example is the Transuranium Research Lab at Oak Ridge National Laboratory.

04 Radiological Facility. Facility which handles or contains nuclear materials, but at levels below the threshold (e.g., .25 grams for Co-60) for a Nuclear Category 3 facility as defined in DOE-STD-1027-92, *Hazard Categorization and Accident Analysis Techniques for Compliance With DOE Order 5480.23, NUCLEAR SAFETY ANALYSIS REPORTS.*) An example is the National Tritium Labeling Facility at Lawrence Berkeley National Laboratory.

05 Chemical Hazard Facility. The quantity of chemicals contained in the facility exceeds the threshold quantity for those chemicals covered under the Occupational Safety and Health Administration's Chemical Process Safety regulation, Title 29 Code of Federal Regulations, Part 1910, Section 119, Appendix A (e.g., 10,000 pounds for anhydrous ammonia). An example is a chemical storage facility.

06 Nuclear Category 1 and Chemical Hazard Facility. Meets criteria for hazard Categories 01 and 05.

07 Nuclear Category 2 and Chemical Hazard Facility. Meets criteria for hazard Categories 02 and 05.

08 Nuclear Category 3 and Chemical Hazard Facility. Meets criteria for hazard Categories 03 and 05.

09 Radiological Facility and Chemical Hazard Facility. Meets criteria for hazard Categories 04 and 05.

10 Not Applicable. Facility does not fall into any of the above categories.

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Attachment 4
Page 1 (and 2)

NV-123B
 (09/2002)
 All other editions obsolete.

SUBPART B: NTS OPERATIONS SCHEDULE

Type of Request: Mark only one per form.

☐ Schedule Activity
☐ Cancel Activity

☐ Delete Information
☐ Change Information

REOP Number: _____

Organization: Mark all that apply.

<input type="checkbox"/> NNSA/NV	<input type="checkbox"/> LLNL	<input type="checkbox"/> LANL
<input type="checkbox"/> SNL	<input type="checkbox"/> WSI	<input type="checkbox"/> DTRA
<input type="checkbox"/> BN	<input type="checkbox"/> Shaw Corp	<input type="checkbox"/> DRI
<input type="checkbox"/> State of NV	<input type="checkbox"/> YMP	
<input type="checkbox"/> Other: _____		

Requestor: _____
Phone: _____
Pager: _____
Radio Net: _____
Call Sign: _____

Activity Name: _____

Please list dates and times that personnel will actually be in each area. *If work will occur Friday/Saturday/Sunday, please note as such, or a four-day workweek will be assumed.* For activities spanning more than two weeks, please prepare forms in two-week intervals. If additional space is needed, use "Remarks" section below:

Date Start/Stop: _____	Time Start/Stop: _____
Date Start/Stop: _____	Time Start/Stop: _____
Date Start/Stop: _____	Time Start/Stop: _____

Location:

NTS Area(s): _____	
NTS Grid Coordinates _____	If known, Lat. and Long. _____

Brief Description: (Computer Users: section will expand to include your data.)

Remarks: (Computer Users: section will expand to include your data.)

WHEN FORM IS COMPLETE, E-MAIL TO SITE OPERATIONS CENTER (SOC) OR FAX TO 295-3852.

SOC USE ONLY

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Attachment 5
Page 1 (and 2)

NV-123D
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REAL ESTATE/OPERATIONS PERMIT (REOP) CHANGE CONTROL PROPOSAL

Page ____ of ____

1. REOP INFORMATION:

REOP Number: _____ Type REOP: Primary ☐ Secondary ☐
 REOP Name: _____
 NNSA/NV Project Manager: _____ Phone No.: _____

2. PROPOSED CHANGE:

Change Initiated By: _____

 (Printed Name)

 (Organization)

Revision No.: _____

Type Change:

☐ Technical

☐ Administrative (No NNSA/NV involvement required)

☐ Closure/Cancellation (May be subject to procedures)

☐ Revised Format Only (**No change of information**)

☐ REOP Review (No changes, five-year extension)

Description/Reason for Change:

Reason for Change:

Effective Date of Change:

Attachments (list and attach all changed REOP pages and/or Subpart A or C documents):

3. CHANGE APPROVAL:

REOP Holder:

 (Printed Name) _____
 (Signature) _____

 (Date)

Concurrence of Primary REOP Holder: ☐ NA (check if not applicable)

 (Printed Name) _____
 (Signature) _____

 (Date)

NNSA/NV Site Operations Center Coordination/Operations Scheduling: ☐ NA (check if not applicable)

 (Printed Name) _____
 (Signature) _____

 (Date)

NNSA/NV Project Manager: ☐ NA (check if not applicable)

 (Printed Name) _____
 (Signature) _____

 (Date)

NNSA/NV Authorization Official: ☐ NA (check if not applicable)

 (Printed Name) _____
 (Signature) _____

 (Date)

4. RECEIVED BY REOP ADMINISTRATOR:

 (Printed Name) _____
 (Signature) _____

 (Date)

5. RECEIVED BY PERFORMANCE-BASED MANAGEMENT CONTRACTOR REPRESENTATIVE:

 (Printed Name) _____
 (Signature) _____

 (Date)

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Page 1

NV-123C
(09/2002)
All other editions obsolete.

SUBPART C:
RISK CONTROL DOCUMENTATION

1. REOP Name:

2. A definition of the work scope is: _____ Attached _____ Available at the following Website:

3. This work will include the following "short-term activity-related ES&H standards"--90 days or less: _____ None

4. The following NNSA/NV RMC were met or exceeded: _____ None

Checklist	REOP Holder Documentation Reference Which Addresses Criteria Concern/Resolution (Title, Page, Section, etc.)	Attach or Provide Web Link Reference

5. Any changes to the above documentation will be subject to change control. Based on the RMC, the REOP approval authority is the: ☐ NNSA/NV Manager ☐ NNSA/NV Division Director

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Page 2

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SUBPART C INSTRUCTIONS

Item 1. Real Estate/Operations Permit (REOP) Name. Provide the REOP name. This name is to be consistent with the name give on Item 1 of the REOP form.

Item 2. A definition of the work scope is. Check “Attached” or “Available at the following Website.” Either attach the work scope description or provide the Web link reference to the information accessible through the National Nuclear Security Administration Nevada Operations Office (NNSA/NV) Intranet. **NOTE:** Whatever documentation is provided, will be under change control. Hence, it is in the proposer’s best interest to specifically identify the particular section of a larger document where this information can be found.

Item 3. This work will include the following “short -term activity-related Environment, Safety, and Health (ES&H) standards”--90 days or less. Identify any “short-term activity-related ES&H standards.” This section will identify any ES&H standards that are not already contained in contract requirements, agreements, or Work Smart Standards. It is designed to document any such standards that would be used for work that is short term (90 days or less), unique, and not anticipated to recur often. Further discussion can be found in NV M 450.3X, WORK SMART STANDARDS MANUAL.

Item 4. The following NNSA/NV Risk Management Checklist (RMC) were met or exceeded. Identify the specific RMC criteria that this work scope involves. If none, so indicate.

First Column. Checklist. Identify each specific criterion from the RMC, Attachment 7 (i.e.,9d, 10a, 19b, etc.) that this work scope involves.

Second Column. REOP Holder Documentation Reference Which Addresses Criteria Concern/Resolution (Title, Page, Section, etc.). For each criterion identified (except 10a, 21a, and 23a), indicate the documentation that addresses the controls of the risk. For Criteria 10a, 21a, and 23a, simply indicate “NA.”

Third Column. Attach or Provide Web Link Reference. For each document identified in the second column, indicate either “Attached” or the specific Web link where the information can be obtained. If documentation is classified/”UCNI” or unusually large, a point of contact can be provided.

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Page 3 (and 4)

Fourth Column. Responsible Reviewing Organizational Element Concurrence (Signature). Responsible reviewing organization has resolved all comments.

NOTE: Whatever documentation is provided, will be under change control. Hence, it is in the proposer's best interest to specifically identify the particular section of a larger document where this information can be found.

Item 5. Any changes to the above documentation will be subject to change control. Indicate the required level of approval and sign the document. The required level approval is derived from the RMC, Attachment 7. Changes to the attachment for secondary REOPs need to be concurred by the primary REOP holder.

REAL ESTATE/OPERATIONS PERMIT**NV M 412.X1C
10-10-02****Attachment 7
Page 1****NNSA/NV RISK MANAGEMENT CHECKLIST¹**

Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
1. Aviation Management and Safety				
a. Use of any aerial assets in service to NNSA/NV.	Any		EMD ESHD	
2. Classification				
a. Production or handling of DOE, NNSA, and/or other government agencies' classified and unclassified-sensitive information.	Any		SSD	
3. Construction				
a. Power system distribution modifications.	Any		CSD EAMD ESHD SMD	
b. Trenching and excavation which may impact NTS infrastructure systems (power, water, sewage, communications).	Any		CSD EAMD ESHD SMD-EMOT	
c. All GPP/line item/major/operating expense facility and utility design and construction. Construction projects which exceed \$150K, excluding service and products provided to other REOP holders.	Any		CSD EAMD ESHD	

¹Any safety criteria will be evaluated without regard to hazard mitigation.

²The following divisions need to review all REOPs.

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
4. Emergency Management				
a. Chemicals stored or used in quantities exceeding thresholds identified in 29 CFR 1910.119, 40 CFR 68.130, and 40 CFR 355, radionuclides exceeding thresholds identified in 10 CFR 30.72, explosives of more than 150 pounds of TNT or equivalent, or items which otherwise constitute a significant, unanalyzed hazard.	Any		ESHD SMD-EMOT	
b. Work performance which could potentially result in a classifiable event in accordance with DOE O 151.1A (i.e., Alert, Site Area Emergency, or General Emergency).	Any		SMD-EMOT	
5. Environmental and Ecological Monitoring				
a. Ground disturbance and/or off-road travel in previously undisturbed areas.	Any		ESHD	
b. Modification of existing facility/structure which may have historical significance.	Any		ESHD	
c. Planned or potential for unplanned release of radioactivity.	Any		ESHD EMD SMD-EMOT	
d. Property/scrap/waste which is intended to remain on NNSA/NV real estate after the completion of the work which was not there prior to the beginning of work.	Any		ESHD WMD	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
6. Environmental Protection				
a. Proposed action that may cause an impact on any aspect of the environment (this includes modifications to existing facilities to accommodate a new or expanded use); submit a completed NEPA Environmental Checklist (Form NV-16) with REOP application for any proposed action which has not previously received a NEPA determination as required by 10 CFR 1021.	Any		ESHD	
b. Ground surface disturbance; open burning of material/fuel; potential to emit pollutants (including radioactive) to the air; use of diesel- or gasoline-powered electric generator(s); explosive operations.	Any		ESHD	
c. Disturbance of springs, seeps, ponds, playas (dry lakes), intermittent drainages (i.e., dry washes) with defined banks.	Any		ESHD	
d. Development of a new or modification of an existing drinking water system at the NTS; proposal to drill a well or borehole; proposal to construct or modify a septic sewage system.	Any		ESHD	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
7. Environmental Restoration				
a. Activities to be performed at any of the following D&D facilities: (1) Reactor maintenance assembly and disassembly, Building 3110, Area 25. (2) Engine maintenance assembly and disassembly, Building 3900, Area 25. (3) Test Cell A Facility, Building 3113, Area 25. (4) Test Cell C Facility, Building 3210, Area 25. (5) Pluto Disassembly Facility, Building 2201, Area 25. (6) Super Kukla Facility, Buildings 5400 and 5400A, Area 27.	Any		ERD	
b. Activities which may potentially result in a need to restore the environment to its preuse (by you) condition.	Any		ERD	
c. Any activities which may affect an FFACO site, as listed in Appendices II-IV of the FFACO.	Any		ERD	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
8. Fire Protection				
a. Construction projects which must be constructed to NFPA standards and/or involve fire protection systems.	Any		EAMD ESHD	
b. Construction projects which complete a fire hazards analysis in accordance with NFPA 801.	Any		EAMD ESHD SMD-EMOT	
c. Exemptions or deviations from applicable fire protection codes.	Any		EAMD ESHD SMD-EMOT	
9. Industrial Hygiene				
a. Disturbance of asbestos or lead-based paint.	Any		ESHD	
b. Use of airline or self-contained breathing apparatus respiratory protection.	Any		ESHD SMD-EMOT	
c. Potential for permit-required confined space entry (OSHA 29 CFR 1910.146).	Any		ESHD	
d. Use of lasers ≥ Class 3b (ANSI Z136.1).	Any		ESHD	
e. Use of nonionizing radiation emitters > 10 mW/cm ² (ANSI/IEEE C95.1).	Any		ESHD	
f. Potential to generate particulates/fumes above published levels > TLVs or PELs (ACGIH TLVs for Chemical and Physical Agents and Biological Indices booklet).	Any		ESHD SMD-EMOT	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
g. Use of chemicals with potential exposure to workers in excess of published levels > TLVs or PELs (ACGIH TLVs for Chemical and Physical Agents and Biological Indices booklet).	< IDLH	Any Facility Startup Where Potential Exposures From Operation Could Exceed IDLH	ESHD SMD-EMOT	
h. Use of chemical agents or simulants or biological warfare agents or simulants or any chemical used in training exercises.	Any		EMD ESHD SMD-EMOT	
10. NTS Operations				
a. NTS operational activities on the ground, underground, or within NTS air space (excludes infrastructure maintenance/ utilization), not currently being performed within an existing authorization basis.	Any		ESHD SMD	
b. NTS activities requiring road closures (excluding infrastructure maintenance/ utilization).	Any		SMD-EMOT SSD	
c. Activities planned for Nellis Range where access through the NTS is required.	Any		SMD SSD	
d. DoD activities involving DoD aircraft and ground operations.	Any		AF Liaison Office EMD ESHD	
11. Occupational Medicine				
a. Activities which cannot be supported by the PBMC medical department.	Any		EMD ESHD SMD-EMOT	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
b. Activities to be performed in foreign countries.	Any		ESHD NVIC SSD	
c. Activities which require special medical treatment if accidental exposure occurs.	Any		EMD ESHD SMD-EMOT	
d. All projects involving human subject research, as defined by 10 CFR 745, Protection of Human Subjects: (1) All research projects which involve human subjects in human machine interface testing. (2) All research projects which involve collection of data from living individuals through intervention or interaction. (3) All research projects which involve collection of bodily material. (4) All research projects which identify individuals. (5) All research projects which gain generalized knowledge about human subjects.	Any		ESHD	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
12. Occupational Safety				
a. Drill-hole exceeding 18 inches in diameter and 36 inches in depth (any direction).	Any		ESHD	
b. Involves energetic materials, including explosives and munitions.	Any	Other Than Standard Industrial Use of Energetic Material	EMD ESHD SMD-EMOT	
c. Use of firearms.	Any		EMD ESHD SSD	
d. Hoist, crane, or other load lifts greater than 10 tons.	Any		ESHD SMD-EMOT	
e. Use of any pyrophoric materials.	Any		ESHD SMD-EMOT	
f. Underground mining or tunneling operations.	Any		ESHD SMD-EMOT	
g. Potential to lower the oxygen concentration within an occupied area below 19.5 percent.	Any		ESHD SMD-EMOT	
13. Packaging and Transportation				
a. Projects involving the handling of hazardous material, as defined in 49 CFR.	Any		SMD-EMOT WMD	
b. Transportation of materials of national security interest.	Any		NSSD SMD-EMOT SSD	
c. Transportation of Nuclear Explosives-Like Assemblies.	Any		NSSD SSD	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
14. Property/Infrastructure				
a. Infrastructure needs (i.e., vehicles, supplies, services) which may have a significant impact on available resources by requiring a change to existing processes or capabilities.	Any		EAMD	
b. Transfer, lease, disposition, or acquisition of interest in NNSA/NV controlled real property (e.g., permanent structure, and land).	Any		EAMD ESHD (if use will change)	
c. Any change to the use of a facility or land or uses which may impact adjacent facilities or land.	Any		EAMD SMD-EMOT	
d. Activities requiring shared assets, transfer of assets, or agreements on support or resources with state, local government, or other federal agencies.	Any		CPMD EAMD	
e. Activation or deactivation of any facilities under NNSA/NV's purview.	Any		EAMD SMD-EMOT	
15. Public Affairs				
a. Activities which could cause significant public concern during normal operations, regardless of the NNSA/NV location, and which may incur interaction with the public, governmental (local, county, state, tribal, and congressional) entities, the media, or other affected stakeholders.	Any		OPA SMD-EMOT	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
16. Radiological Safety				
a. Activities estimated or predicted to involve: (1) Whole Body Dose > 100 mrem. (2) Collective Whole Body Dose > 500 mrem. (3) Individual Extremity Dose > one rem. (4) Collective Extremity Dose > ten rem. (5) Airborne Inhalation > 40 DAC hours. (6) Individual Doses > one rem in one hour.	Any	Any Nuclear Facility Startup (Category 1, 2, or 3)	ESHD SMD-EMOT	
b. Activities which may incur interaction with manmade radiation or radioactive materials, including access to posted radiological areas, which are outside the current authorization basis or have not been performed within the last two years.	Any		ESHD SMD-EMOT	
17. Safeguards and Security				
a. Request for any new clearances or transfer of clearances.	Case-by-Case Basis		SSD	
b. All foreign national access to NNSA/NV facilities.	Case-by-Case Basis		SSD	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
c. Special permits for cameras, binoculars, recording devices, weapons, cell phones.	Any		SSD	
d. Production or handling of DOE classified documents.	Any		SSD	
e. Production or handling of other government agencies' classified information.	Case-by-Case Basis		SSD	
f. Use of special nuclear material.	Any		SSD SMD-EMOT	
g. Required modification of protective force, alarm systems, or security procedures.	Case-by-Case Basis		SSD	
h. Requirement for erection of barricades, requests for security services, i.e., security patrols, area closures.	Any		SSD	
18. Mission Impacts				
a. Activities which may potentially impact the DAF/U1a/BEEF operations or their safety basis.	Any	Case-by-Case Basis	SMD-EMOT STD	
b. Activities which may potentially impact environmental management radiological facilities or their safety basis.	Any	Case-by Case Basis	SMD-EMOT WMD	
c. Nuclear explosives safety operations.	Any		NSSD SMD-EMOT	
d. Activities which may require any NTS area closure.	Any		SMD-EMOT SSD STD	
e. Any experimental use of any high explosive or energetic materials.	Any	Any Facility Startup	ESHD SMD-EMOT STD	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
19. Telecommunications				
a. Use of NNSA/NV telecommunications/ information systems which exceed or potentially may conflict with existing capabilities.	Any		CSD SMD-EMOT	
b. Use of wireless services on the NTS using non-NTS radio frequencies.	Any		CSD	
c. Use of nongovernment telecommunications resources on the NTS.	Any		CSD	
20. Waste Management				
a. Activities which will identify or create a hazardous and/or radiological waste and the purchase, use, disposition of hazardous materials: (1) Hazardous-- 40 CFR 261.3, NAC 444.8565, NAC 444.843. (2) Radioactive-- DOE M 435.1-1, Attachment 2, Number 35, Radioactive Waste, and Numbers 22, 25, 27, and 49. (3) Asbestos--NAC 444.966, NRS 618.750, NAC 444.973(5)(a), 40 CFR 61.141 (4) PCBs--NAC 444.9435, 40 CFR 761.3.	Any		SMD-EMOT WMD	

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Activities Which Present Risks Which Are of a Concern to NNSA/NV or May Require Coordination	Required Action if Activity Is to Be Performed		Responsible Reviewing Organizational Element ²	Yes/No
	NNSA/NV Review and Comment	Conduct Readiness Review		
21. Work for Others				
a. Any work being funded by a non-DOE entity in accordance with DOE O 481.1 or NV O 481.1.	Any		CPMD	
22. Intelligence Activity				
a. Any proposal involving intelligence/intelligence-related activities.	Any		NVIC	
b. Any intelligence collection discipline proposed for use on the NTS, by any entity: Human Resources (HUMINT), Imagery, to include photography--ground and aerial (IMINT), Signals Intelligence (SIGNET), and Measurement and Signature Intelligence (MAISINT).	Any		NVIC	
c. Any intelligence Work for Other's projects on NTS.	Any		NVIC	
23. Primary/Secondary REOP Coordination				
a. If this is a secondary REOP.	Any		NNSA/NV Primary REOP PM	

NNSA/NV RISK MANAGEMENT CHECKLIST ACRONYMS

ACGIH	American Council of Governmental Industrial Hygienists
AF	Air Force
ANSI	American National Standards Institute
 BEEF	 Big Explosives Experimental Facility
CFR	Code of Federal Regulations
CPMD	Contracts and Property Management Division
CSD	Communication Services Division
 D&D	 Decontamination and Decommissioning
DAC	Derived Air Concentration
DAF	Device Assembly Facility
DoD	Department of Defense
DOE	Department of Energy
 EAMD	 Engineering and Asset Management Division
EMOT	Emergency Management Operations Team
EMD	Emergency Management Division
ERD	Environmental Restoration Division
ESHD	Environment, Safety, and Health Division
 FFACO	 Federal Facility Agreement and Consent Order
 GPP	 General Plant Project
 IDLH	 Immediately Dangerous to Life and Health
IEEE	Institute of Electrical and Electronics Engineers
 mrem	 Millirem
mW/cm ²	Milliwatts Per Square Centimeter
 NAC	 Nevada Administrative Code
NEPA	National Environmental Policy Act
NFPA	National Fire Protection Association
NNSA	National Nuclear Security Administration
NNSA/NV	NNSA Nevada Operations Office

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NRS	Nevada Revised Statutes
NSSD	National Security Support Division
NTS	Nevada Test Site
NVIC	Nevada Intelligence Center
OPA	Office of Public Affairs
OSHA	Occupational Safety and Health Administration
PBMC	Performance-Based Management Contractor
PCB	Polychlorinated Biphenyl
PEL	Permissible Exposure Limit
PM	Project Manager
rem	Roentgen Equivalent Man
SMD	Site Management Division
SSD	Safeguards and Security Division
STD	Stockpile Stewardship Division
TLV	Threshold Limit Value
WMD	Waste Management Division